

Secretary of the Senate
Office of Public Records
232 Hart Building
Washington, DC 20510

SECRETARY OF THE SENATE
13 OCT 23 AM 9:59

October 14, 2013

RE: REQUEST FOR ADDITIONAL INFORMATION - JULY QUARTERKLY REPORT (4/01/2013 – 06/30/2013)
ID Number: C00544213

1. Enclosed is an amended filing for the 2nd Quarter which corrects the Column B discrepancies.

During the first month of the 2nd Quarter we switched from one online donation processor to another. This transition unknowingly created an overlap between the two processors which caused us to accidentally duplicate receipts and report those receipts twice.

We had been using paypal to process credit card donations and switched to another system during the month of April. The new system allowed for donors to use paypal as an *additional mode* of payment as well as the major credit cards.

When we merged the data from paypal and the new processor to file our 2nd Quarter report there were donations that were reported twice. These duplicates have been removed from this amended 2nd Quarter report and subsequent reports have been adjusted accordingly.

2. Our "best efforts" procedures include having a clear statement on both the campaign donation page and the mail solicitation reply device (remittance envelope). A copy of each is attached.

When a contribution is received without the required information included we send them a letter requesting the required information and provide them with a return envelope to get this information back to us so we can update their file.

3. Addresses have been added to the amended report for all itemized disbursements.
4. The appropriate descriptions have been added to the amended report for itemized disbursements.

John Finocchiaro
Treasurer
Brannon for U.S. Senate

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